



## Maryland Green Registry MEMBER

The Maryland Green Registry promotes and recognizes sustainable practices at organizations of all types and sizes. Members agree to share at least five environmental practices and one measurable result while striving to continually improve their environmental performance.

# Carroll County Public Library

1100 Green Valley Road  
New Windsor, Maryland 21776  
410-386-4490  
[www.library.carr.org](http://www.library.carr.org)  
Local Government - Public library system  
Member since January 2010

## Management and Leadership

### Environmental Team

*Our team is made up of six members (all from the various branches that make up our system), and a Team Advocate. The purpose of our team is to make it easy for staff to engage in a variety of efficient and environmentally, friendly practices in their daily work, resulting in savings of resources such as energy, time, and money. Included are things like:*

- *Recycling and paper use (double-sided copies)*
- *Online meetings replacing in-person meetings when possible*
- *Using IM and other technologies we already have more effectively (example: googledocs for group editing of a document instead of many emails with attachments that must be completed)*

*Overall, we are looking to help people make good choices in their daily work, and to use technology to work in an efficient and “green” manner.*

### Environmentally Preferable Procurement

*All of our branches purchase recycled paper for our copy machines and rechargeable batteries for our Playaways (portable books on cassette).*

*All of our branches also have the same InterfaceFlor (carpet squares). These carpet squares are made from renewable resources, PLA – polylactic acid fibers. These fibers decrease dependence on oil-based raw materials, they are*

*produced without the use of heavy metals, production requires 20 to 50% less fossil fuel, PLA polymers require less water usage in their development, and they can be recycled back into lactic acid or composted.*

*Our newest branch in Finksburg was built using recyclable materials for the interior and exterior finishes and furnishings. The building also made use of regionally manufactured materials, all Maryland masonry, for example, and renewable woods.*

**Environmentally Preferable Products and Services**

*In the past, many of our patrons asked us for plastic bags to carry their books home. Many of these bags were probably just discarded into the trash. About a year ago, we purchased cloth bags (like the ones sold in the grocery stores) with our logo on them and patrons can check out these bags to carry home materials. We currently have 2,066 tote bags in circulation and no longer dispense plastic bags. In November 2009, these bags were checked out a total of 2,944 times; in December 2009, they were checked out 2779 times; and from January 10 - 19, 2010, they have circulated 1,510 times.*

**Environmental Restoration or Community Environmental Projects**

*Our Team acquired approximately 250 seedlings from the Maryland Forest Service last April. We then gave away these seedlings for Earth Day at all of our branches. In addition, for every so many hours that a child reads as part of our Summer Reading Program, the Library is hoping to plant a tree or shrub at each of the branches.*

## Waste

**Solid Waste/Material Use Reduction and Reuse**

*Until recently, each branch printed off receipts showing what items our patrons had checked out and when they were due back. Considering that there are six branches with hundreds of customers per day, this was a lot of receipts. We now ask patrons if they want a receipt and many decline one. While we don't have actual figures, this has significantly cut down on paper use. We have also adopted online versions of many things that use to be paper copies. For example: our Community Directory which was published once a year, is now only available online, our Employee Handbook is now online, our Materials Manual is online, our time cards are only done on line and paychecks are direct deposit (no paper paystubs). We used to keep daily statistics on paper several times a month, this has gone online. Our volunteer hours and Summer Reading Club statistics*

*are now entirely online. Patrons now sign up to use our meeting rooms online, and our program registration is entirely online. The National Fire code (which was an enormous paper publication) is now only available online.*

*Every year, our library system has a “Summer Reading Club.” In the past, the Summer Reading Program has required a great deal of paper usage (game boards, parent permission slips, coupons, and many flyers just explaining the program). We have also given out prizes. We have recently re-evaluated the program and will be giving out fewer prizes (quality vs. quantity), and less paper is going to be used. Last year, each child went home with a full page letter explaining the program and a bookmark. This year, each child will only be receiving a bookmark.*

**Recycling**

*Five of our six branches, as well as our headquarters, have single-stream recycling dumpsters in place. These dumpsters collect anything from aluminum cans, plastics, and paper items. The remaining branch, which cannot accommodate a large dumpster, has two recycling totes, which can handle up to two hundred pounds of recycled materiel per container. These containers are picked up once a week. We also send all used ink cartridges back to HP Planet Partners for their recycling program.*

**Energy**

**Energy Efficiency**

*We make a point of turning off lights in the various areas of the buildings which are not in use. The Finksburg branch was constructed to reduce energy use by making maximum use of natural daylight, passive solar heating, and low E glass, which blocks heat and UV rays.*

**Renewable Energy**

*The Finksburg branch has a solar hot water heater which provides the building with up to 70% of its annual hot water needs thus reducing electricity use, and this reduces carbon dioxide emissions up to 500 lbs. per year. This system reduces electricity bills, pays for itself in four to eight years, and was eligible for a federal tax credit up to 30% of the installation price.*

*The building also has a geothermal heat pump which reduces energy up to 44% compared to traditional heat pumps and up to 72% compared to electric*

*resistance heating. It produces up to 60% less carbon dioxide emissions than a traditional heat pump. Heating costs were reduced by up to 70%.*

## **Transportation**

### **Employee Commute**

*We have 15 staff members who telecommute one day per week.*

### **Efficient Business Travel**

*Ridesharing is frequently used within our system. We often have as many as five people sharing a vehicle when attending learning programs. When further fieldtrips are required, a passenger van is used. Several teams in our system have attempted online meetings. Many times, these meetings are conducted through “Meebo” (instant messaging that allows one to gather people on one buddy list and then converse and share in real time. The Green Team at CCPL has had two “Meebo” online meetings.*

## **Water**

### **Stormwater Management and Site Design**

*The Finksburg branch has a Stormwater Management plan that slows the flow of water, which controls erosion and filters pollutants out of water that eventually enters Liberty Reservoir and the public drinking water system.*



*Help build a greener, more sustainable Maryland through voluntary practices that reduce environmental impacts and save money.*

*Learn more at [www.green.maryland.gov/registry](http://www.green.maryland.gov/registry)*

